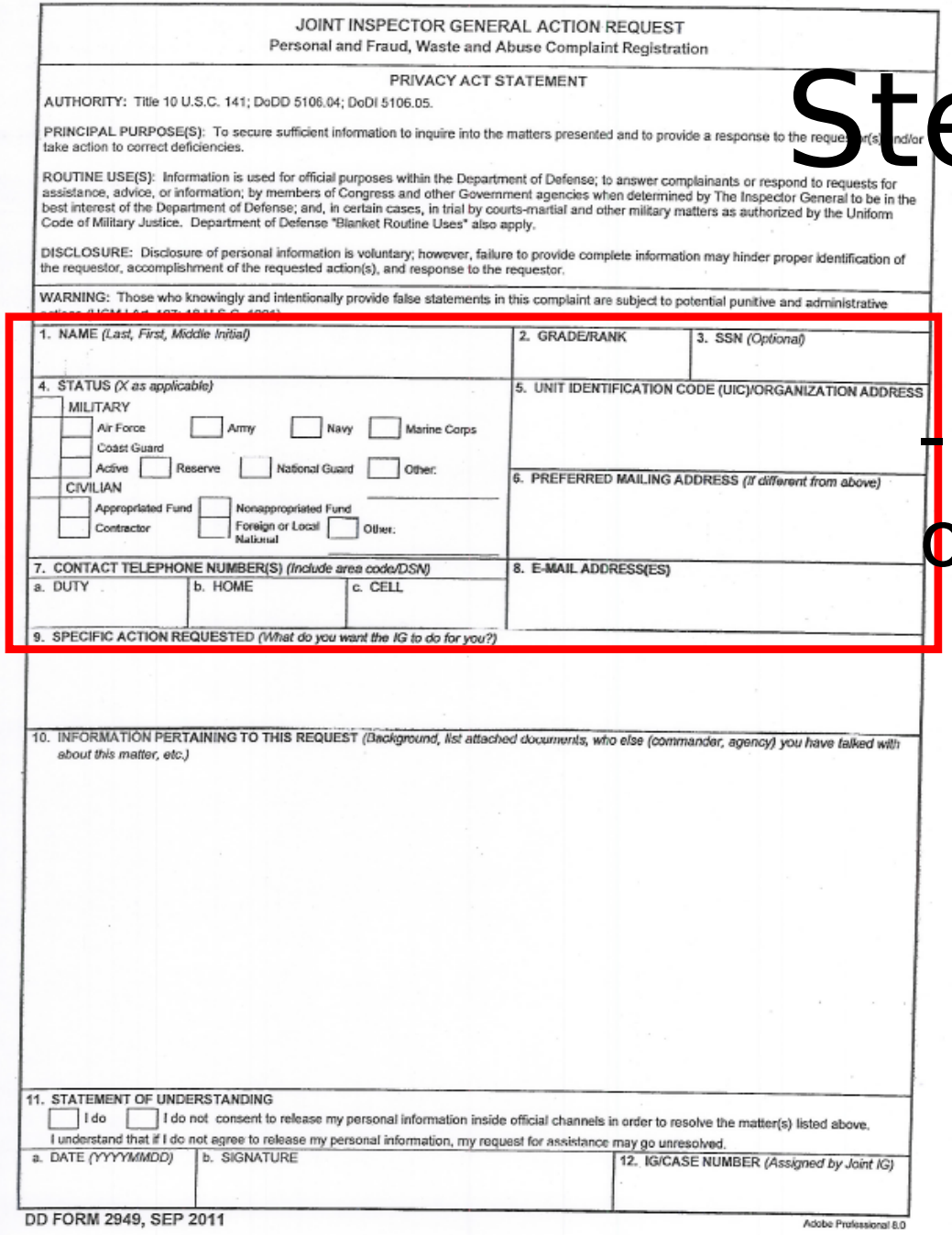
Instructions

5 Ways to Submit a Complaint to USFK IG

1. Email: send DD Form 2949, Joint Inspector General Action Request (JIGAR), or send a generic email to the USFK IG mailbox address: pacom.yongsan.usfk.mbx.ig@mail.mil.
2. Walk-in: come in to the USFK IG Office, Bldg. 2372, 2nd Floor and fill out the JIGAR.
3. Call-in: call telephonically to request assistance to the IG (725-6739), Deputy IG (723-3191), Senior IG NCO (725-5981).
4. Write-in: write the complaint in the form of a letter; send to the mailing address: PSC
   303, Box 23 APO AP 96205.
5. Anonymous: submit an anonymous complaint using the JIGAR.

DD Form 2949, Joint Inspector General Action Request (JIGAR)



JOINT INSPECTOR GENERAL ACTION REQUEST
Personal and Fraud, Waste and Abuse Complaint Registration

PRIVACY ACT STATEMENT

AUTHORITY: Title 10 U.S.C. 141; DoDD 5106.04; DoDI 5106.05.

PRINCIPAL PURPOSE(S): To secure sufficient information to inquire into the matters presented and to provide a response to the requestor(s), and/or take action to correct deficiencies.

ROUTINE USE(S): Information is used for official purposes within the Department of Defense; to answer complainants or respond to requests for assistance, advice, or information; by members of Congress and other Government agencies when determined by The Inspector General to be in the best interest of the Department of Defense; and, in certain cases, in trial by courts-martial and other military matters as authorized by the Uniform Code of Military Justice. Department of Defense "Blanket Routine Uses" also apply.

DISCLOSURE: Disclosure of personal information is voluntary; however, failure to provide complete information may hinder proper identification of the requestor, accomplishment of the requested action(s), and response to the requestor.

WARNING: Those who knowingly and intentionally provide false statements in this complaint are subject to potential punitive and administrative

1. NAME (Last, First, Middle Initial)
2. GRADE/RANK
3. SSN (Optional)
4. STATUS (X as applicable)
MILITARY
Air Force Army Navy Marine Corps
Coast Guard
Active Reserve National Guard Other:
CIVILIAN
Appropriated Fund Nonappropriated Fund
Contractor Foreign or Local National Other:
5. UNIT IDENTIFICATION CODE (UIC)/ORGANIZATION ADDRESS
6. PREFERRED MAILING ADDRESS (If different from above)
7. CONTACT TELEPHONE NUMBER(S) (Include area code/DSN)
a. DUTY
b. HOME
c. CELL
8. E-MAIL ADDRESS(ES)
9. SPECIFIC ACTION REQUESTED (What do you want the IG to do for you?)
10. INFORMATION PERTAINING TO THIS REQUEST (Background, list attached documents, who else (commander, agency) you have talked with about this matter, etc.)
11. STATEMENT OF UNDERSTANDING
I do I do not consent to release my personal information inside official channels in order to resolve the matter(s) listed above.
I understand that if I do not agree to release my personal information, my request for assistance may go unresolved.
a. DATE (YYYYMMDD)
b. SIGNATURE
12. IG/CASE NUMBER (Assigned by Joint IG)

DD FORM 2949, SEP 2011

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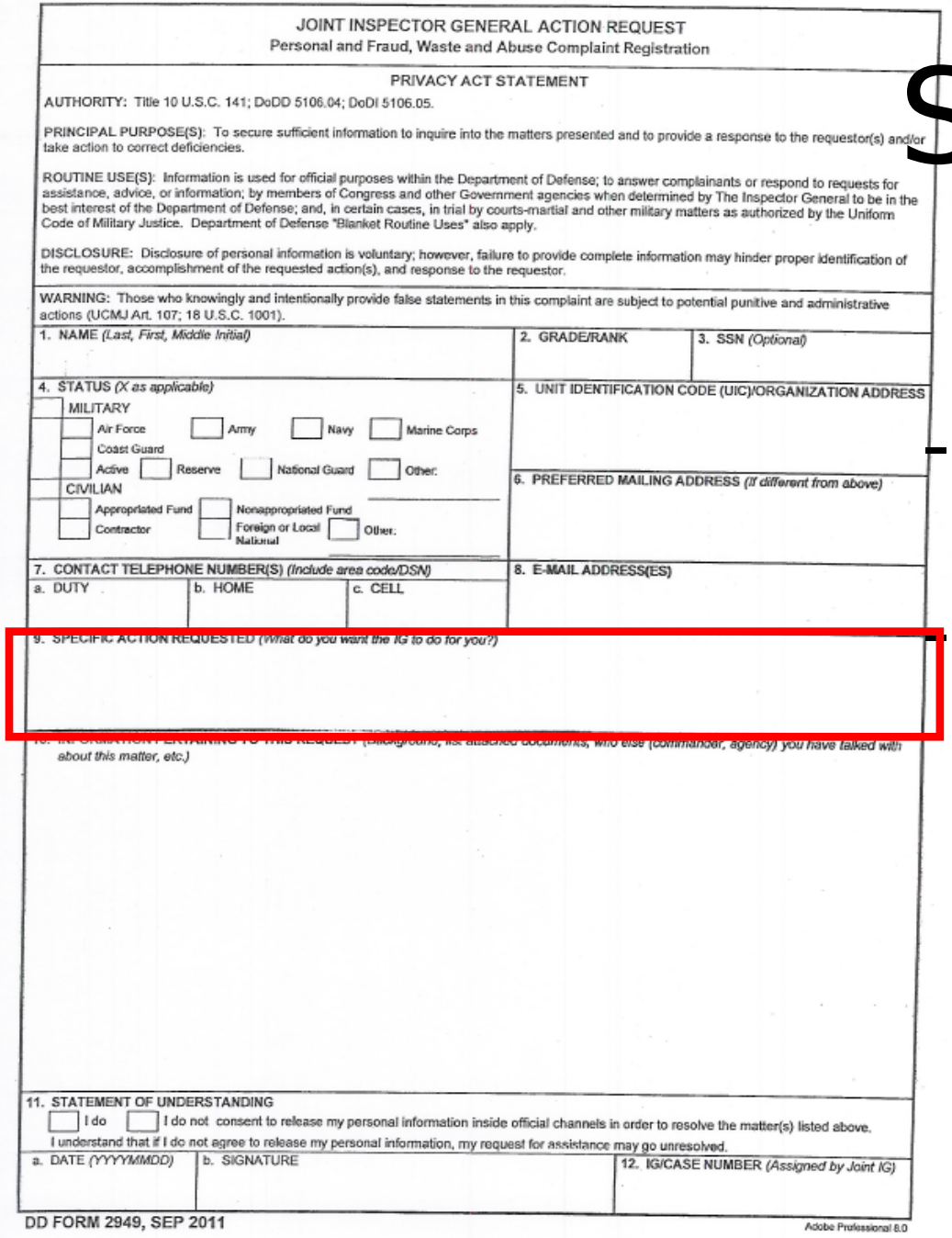
Step 1: Fill out DD 294
JIGAR Information

- Provide as much admin informatic
on Block #s 1 – 8.



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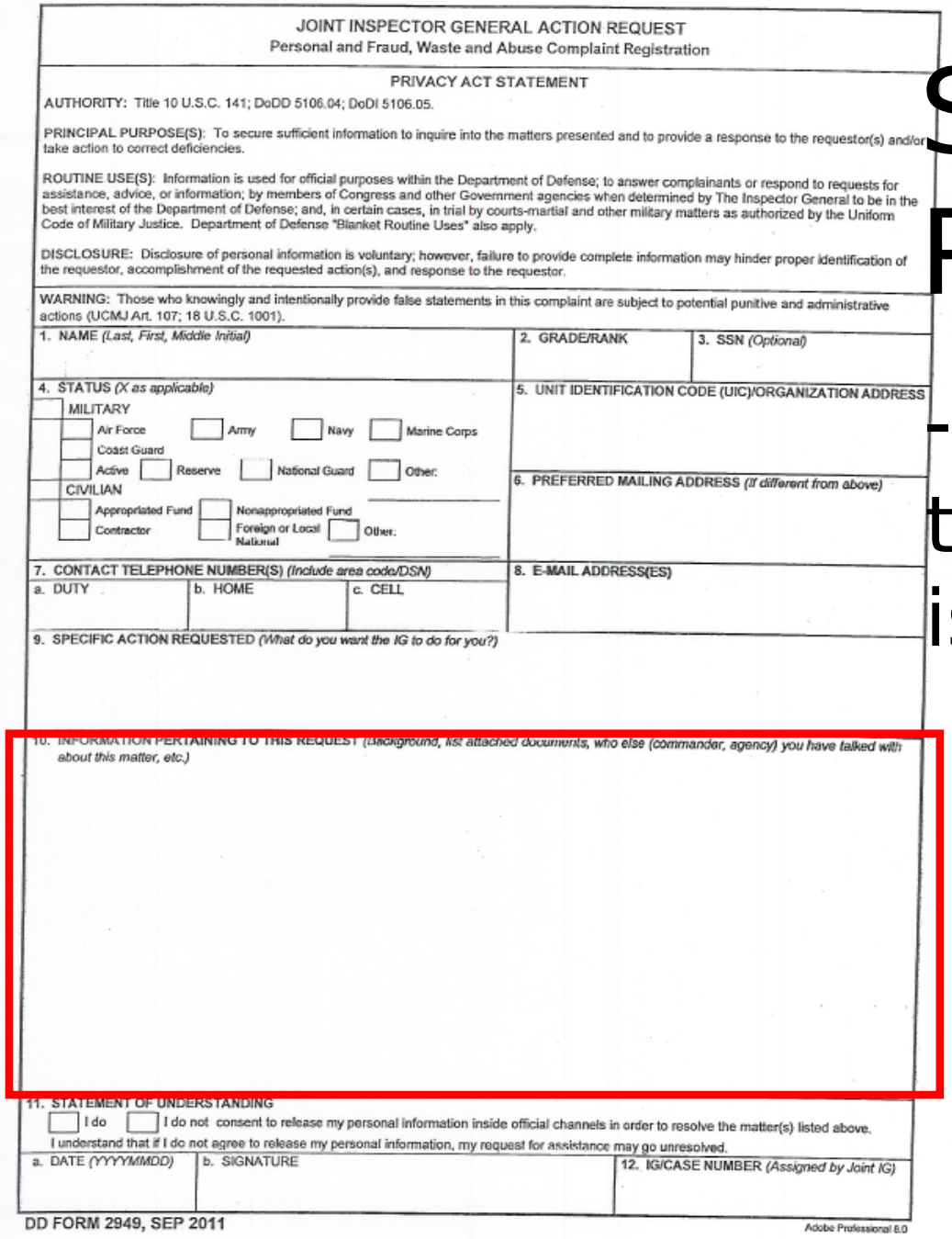
Step 2: Specific Action Requested

- Write down what you want the IG t do for you.
- Be specific and provide the details



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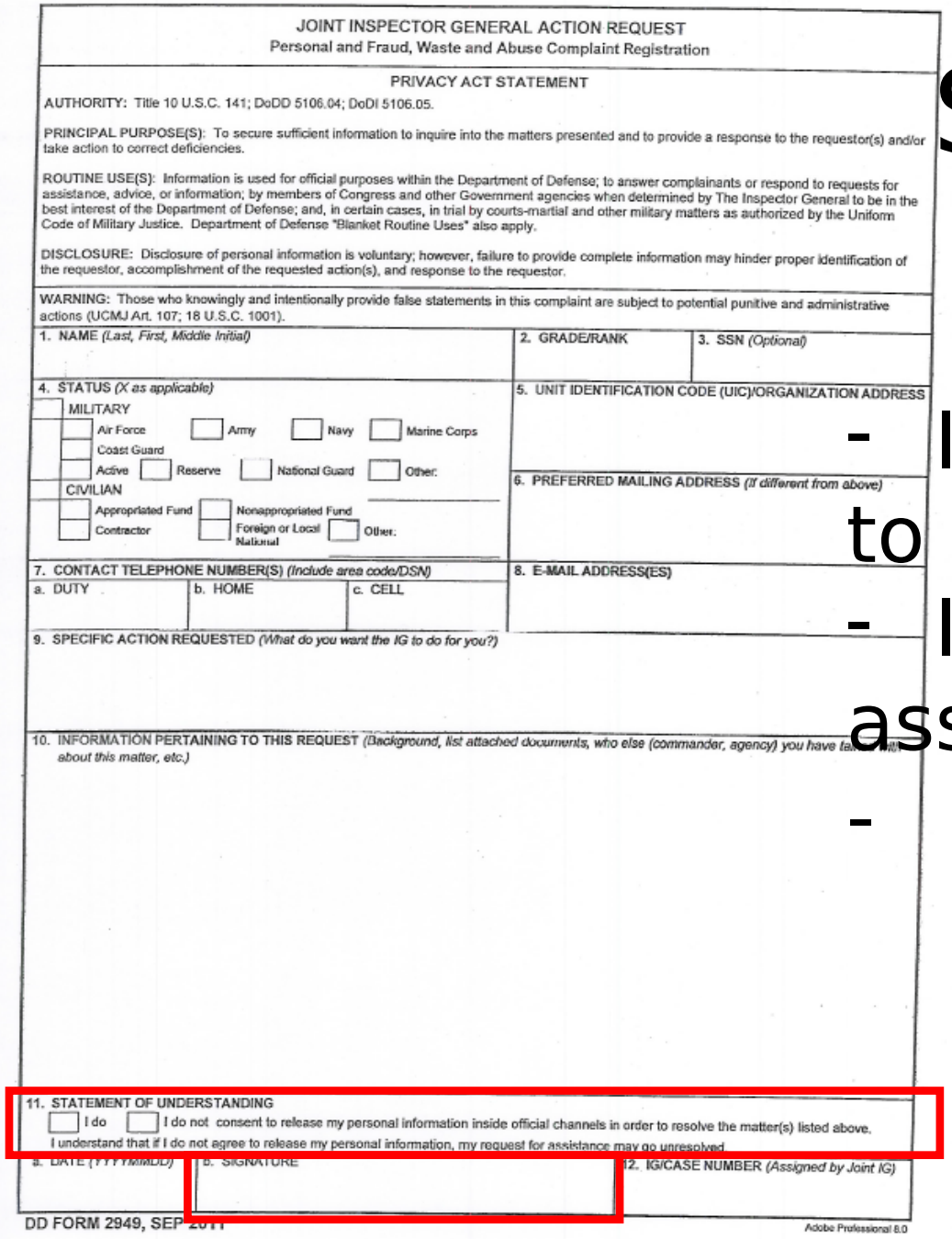
Step 3: Information Pertaining to this reques

- Provide any supporting document that will be helpful in resolving your issue.



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Step 4: Consent & Signature

- It is important that you give consen to release your personal information.
- If you don't consent, your request fo assistance may go unresolved.
- Sign in at the signature block # 11